

Biography

Stephen McCoy has been employed at Salish Kootenai College (SKC) for the past fourteen years. He is currently the director of the SKC Adult Basic and Literacy Education (ABLE) Program. Steve also serves on the college faculty, specializing in English and communication. He is currently teaching his most popular course, *Communications in the Workplace*, a class he developed nine years ago and has been teaching and refining ever since.

McCoy has worked extensively as a professional consultant, providing Tribal, County, State and Federal agencies and organizations with training on topics such as communication, conflict management, leadership, management skills, and other relevant workplace subjects. He has served as a consultant for the Montana Office of Public Instruction, and has provided technical assistance and training to ABLE programs around the state. Steve has received the 2004 Education Leadership Award from the Montana Assoc. of Adult & Continuing Education (MAACE), and has been honored by the Montana OPI for "contributions to the field of Adult Basic Education."

Steve is active in the Mission Valley Community Management Team, having served as co-chair. He was on the executive board of the MAACE Organization and served a term as an elected member of the Polson Rural Fire Protection Board. McCoy is currently a Lieutenant in the Polson Volunteer Fire Department.

Sponsored by: Lake County Job Service Employers' Committee
PO Box 970
Polson, MT 59860

To:

An Innovative One-Day
Seminar!

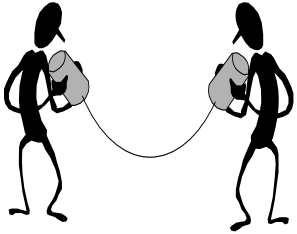
Professional Communication Skills & Conflict Strategies

Stephen C. McCoy,
Motivational Trainer

April 23, 2008
8:00am-4:00pm

*A Dynamic and Engaging presentation
that touches all facets of your life!*

COMMUNICATION IS THE GLUE THAT HOLDS SUCCESSFUL TEAMS AND ORGANIZATIONS TOGETHER



- How do you rate your overall communication skills?
- Are you aware of your own communication patterns and behaviors?
- Are people just not listening, or is it a communication problem?

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- Communication is more than just talking to others. It is a process, with many dynamics and potential outcomes.
- Effective communication often requires learning and honing new skills.
- Enhanced communication promotes more effective conflict management.
- This workshop will fill your communication "tool box"!

## Reasons to enroll today!

- ⇒ Quality training at an affordable price.
- ⇒ One day of training that will equip you for results!
- ⇒ Direct benefits—delivering real-world communication skills that will make a dramatic impact in your job, with your staff, and in your personal life as well!
- ⇒ At no extra charge--you will receive a take-home workbook of the information covered in the workshop that you can use for future reference.
- ⇒ Learn conflict management strategies that will help you in all aspects of your life.

### For more information, call

Todd  
(406) 883.7885

E-mail [toerickson@mt.gov](mailto:toerickson@mt.gov)

Or

Patti  
(406) 883.7883

E-mail [papatterson@mt.gov](mailto:papatterson@mt.gov)

Mark your calendar for **Part Two** of this  
Dynamic Series!

"Leading with Spirit"

Professional Team Building  
And Leadership Strategies  
September 24, 2008 ~ 8:00am - 4pm

**Sign up today!**

***"Only the first 50 registrants will be able to attend this dynamic seminar"***

- ☐ **YES!!** I want to enhance & strengthen my communications abilities for only **\$75.00**; enroll me today!! Group discounts available; **\$65.00 per person for groups of 5 or more.**

Number Attending

Price ea.

Total



Organization

Address

City

ST

Name (s)

Name (s)

Name (s)

Name (s)

Name (s)

Phone

**Date: April 23, 2008**

**Time: 8:00-4:00 ~ Registration 8:00-8:30**

**Location: KwaTaqNuk Resort**

**303 US Hwy 93, Polson, MT ~ Alexander Room**

**Cost: \$75 ea or \$65 ea for groups of 5 or more.**

**Breakfast and afternoon snacks will be provided.**

**Lunch will be on your own.**

Payment is due at the time of registration!

Send registration to: JSEC, PO Box 970,  
Polson, MT 59860

CEU Credits will be available

Reasonable accommodations will be made for any known disability that may interfere with a person's ability to participate in training. Persons needing an accommodation must notify the Mission Valley One-Stop Workforce Center no later than 2 weeks before the date of training to allow adequate time to make needed arrangements. To make your request known, you can call 406.883.7883 or write: Mission Valley One-Stop Workforce Center, PO Box 970, Polson, MT 59860 ~ E-mail: [papatterson@mt.gov](mailto:papatterson@mt.gov)